

**VILLAGE OF NORTHFIELD  
BOARD OF TRUSTEES  
Minutes of July 29, 2008**

**SITE VISIT: DEPOT SQUARE, EAST STREET, AND SOUTH MAIN STREET (MAYO BLOCK).**

Present: Chair Libby Hambleton, Trustees Samantha Baraw, Thomas McCarney, Richard Sutor, and James Wilson. Also present was Manager Nanci Allard.

The Site Visit began at 6:45 p.m. in front of the Northfield Savings Bank (33 South Main Street). The group met to view and discuss the condition of the sidewalks, specifically those surrounding the Common Café. The group also attended the opening of "Summer on the Common" when the Paine Mountain Arts Council and the Greater Northfield Coalition Council presented an award to Richard and Carol Jean Sutor for their years of volunteer work in Northfield. They received the first "Sutor Service Award," which will be an annual honor. Congratulations to Mr. and Mrs. Sutor.

The Site Visit was adjourned at 7:15 p.m.

**REGULAR MEETING: BROWN PUBLIC LIBRARY**

- I. ROLL CALL:** Chair Libby Hambleton, Trustees Samantha Baraw, Thomas McCarney, Richard Sutor, and James Wilson. Also present were Village Manager Nanci Allard, Preston Jump (The Veterans Place, Inc.), Sandy Combs (The Veterans Place, Inc.), George Hutchins (The Veterans Place, Inc.), Richard Schroeder (The Veterans Place, Inc.), Andrea Hough (Mayo Healthcare, Inc.), and Kathleen Lott (*Northfield News*).

Chair Hambleton called the meeting to order at 7:17 p.m.

**II. PUBLIC PARTICIPATION (Scheduled):** None.

- a. Preston Jump, The Veterans Place Inc.: Proposed Use of Mayo-DeLary House.** Mr. Jump stated that The Veterans Place Inc. is a non-profit organization with a volunteer board. They will come to Northfield with a more formal hearing at a later time; this is an introduction. They are proposing to use the vacant Mayo-DeLary House to provide transitional housing for homeless veterans. Sandy Combs stated that the goal is to help out homeless veterans in Vermont. This is not a "shelter" but would provide a two (2) year rotation with supportive services. The Mayo Healthcare Board of Trustees has endorsed the project, as have two property abutters. The tentative opening will be next April or May.

**III. ACTION ITEMS**

- a. Approval of Minutes**
- 1. July 15, 2008 (Regular Meeting).** Motion by Trustee Sutor, seconded by Trustee Wilson, to approve the minutes. **Motion passed 5-0-0.**
- b. Approval of Bills**
- 1. Warrant #03-09.** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve Warrant #03-09 in the amount of \$104,423.09. **Motion passed 5-0-0.**
- c. Norwich University Student Housing Project Municipal Wastewater Connection:** Motion by Trustee Sutor, seconded by Trustee McCarney, to authorize the Manager to write a letter accepting the proposal and to document with a legal document at payment of the invoice for the system. **Motion passed 5-0-0.** Trustee McCarney would like to see that we look at the policy of customers that will be putting large flow into our system (such as Norwich University, housing developments, etc.) and the policy of turning these systems over to the Village.
- d. Town Intention to Vacate Current Police Station (East Street).** There is a question of what we will do with the facility once the Police Department vacates. Trustee McCarney would like a recommendation from management.

- e. **Town/Village Highway Consolidation:** The Merger Committee met last week. They're not discussing full merger, but rather a partial merger starting with the Town/Village highway. There was much discussion on the benefits and challenges of Town/Village merger. Trustee McCarney is concerned that there are or may be very few benefits. Concerns include that there are no Village residents on the Selectboard nor does the Village get much say in "joint" positions. Trustee McCarney would like to know why this has not been brought to our state representatives for a possible legislative change.
- f. **Parking Ban Request (Northfield Observances).** Northfield Observances is asking for permission to block the Village Common off from traffic over the Labor Day Weekend. They also would like a parking ban on Main Street from Crescent Avenue to Kenyon's Hardware Store the morning of the Labor Day Parade (09/01/08). Motion by Trustee McCarney, seconded by Trustee Wilson, to approve the requests of Northfield Observances with the coordination of the Village Manager and the Superintendent of Public Works. **Motion passed 5-0-0.**
- g. **Water Pump Energy Efficiency System.** The estimate is for \$600 to have the SCADA system reprogrammed. Motion by Trustee Sutor, seconded by Trustee McCarney, to authorize this reprogramming and have this paid for by the Electric Department and calculate savings. **Motion passed 5-0-0.**

#### IV. REPORTS

- a. **Village Manager**
  - 1. **Common Sidewalks Easements.** We have received a copy of the easements and they appear to be fine.
  - 2. **MUNIS Beta site.** The test software has been downloaded.
  - 3. **Water project.** All is going well!
- b. **Committee Reports:**
  - 1. **Municipal Facilities Committee.** The committee will be meeting this Friday morning (08/01/08).
- c. **Miscellaneous**
  - 1. **Efficiency Vermont Project update:** There was a meeting on July 17, 2008. The discussion was on a proposed home makeover contest sponsored by Efficiency Vermont
  - 2. **Safety Day:** Thank you to the committee that organized and hosted the 15<sup>th</sup> Annual Safety Day. It was a big hit!

#### V. PUBLIC PARTICIPATION (Unscheduled): none.

#### VI. EXECUTIVE SESSION: Motion by Trustee Sutor, seconded by Trustee McCarney, to go into executive session to discuss a personnel matter with only the Board present. **Motion passed 5-0-0.**

The Board went into executive session at 8:47 p.m.

Motion by Trustee McCarney, seconded by Trustee Sutor, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 9:20 p.m. No action was taken

#### VII. ADJOURNMENT: Without objection, the Board adjourned at 9:24 p.m.

Respectfully submitted,

*Samantha H. Baraw*

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.